

Job details

Job 1 of 1

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Bulletin Number 41011BR

Type of Recruitment Transfer Opportunity

Department Internal Services

Position Title INFORMATION SYSTEMS MANAGER I

Filing Type Open Continuous

General Information

The ISD Shared Services Branch, Information Technology Shared Services Division is seeking a highly motivated individual to manage its Field Section. The position is required to manage wide range technologies across a large field team including six regional supervisors in an area extending from Lakewood to Lancaster. This is a service oriented position supporting complex operating systems and associated software and hardware on virtual infrastructure hosting critical applications in a high-availability environment.

Requirements

*****DO NOT APPLY ONLINE*****

All interested permanent County employees that wish to be considered for a lateral transfer and who hold the payroll title of **Information Systems Manager I, or who are eligible for administrative reassignment in accordance with Civil Service Rule 15** are invited to submit a resume, copies of their last two performance evaluations, and last two years' time records to:

Jerry Aoki, Division Manager

9150 E. Imperial Highway, MS 21

Downey, CA 90242

(562) 940-3935

jaoki@isd.lacounty.gov

All materials submitted will be evaluated. Only the most qualified employees, based on the information submitted, will be contacted for an interview. The interview will be used to determine the final selection.

Duties

Manages and directs the work of supervisors and staff engaged in the ongoing support of County departments for IT Shared Services and related infrastructure.

Fosters working relationships and open lines of communication with DCFS Regional Administrators and IT Managers within County departments that use Shared Services for their daily IT support.

Plans technical customer services and support throughout the five support regions, which include over 28 Department of Children and Family Services offices and over 50 satellite offices within the County.

Establishes and maintains ongoing service delivery models for delivery of IT Shared Services, both on premises, as well as, remotely.

Develops service delivery work flows with the other IT Shared Service groups, as well as, other technology groups within ITS, to coordinate and collaborate multi-organizational services.

Assists in the planning of strategic goals, budget, management objectives, policies, projects, and systems for the Shared Services Branch.

Manages staffing, scope, and service delivery of large scale projects involved in the intake of County departments into the Shared Services for desktop and e-mail.

**Vacancy
Information**

The vacancy is located at Internal Services Department, Information Technology Service, Shared Services Branch, at 9150 E. Imperial Hwy., Downey CA 90242. This worksite is on a flexible schedule including 5/40, 4/40, and 9/80 Work Schedules.

Available Shift

Day

Contact Name

Jerry Aoki

Contact Phone

562-940-3935

Contact Email

jaoki@isd.lacounty.gov

Job Field

Secretarial

Job Type

Administrative Support

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